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SENIOR STAFF MEETING

AGENDA

Director's Conference Room  
Second Floor  
Administration Building

MONDAY, 6 AUGUST 1956

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CIA Career Staff	MR. DULLES
1956 Alert Exercise	GEN. CABELL
Military Personnel	GEN. CABELL
Recent Trip to Europe	MR. PFORZHEIMER
General Congressional Action of Interest to CIA	
Records Management	25X1



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STAFF CONFERENCE

Minutes of Meeting Held in Director's  
Conference Room, 214 Administration Building  
Monday, 6 August 1956

Mr. Dulles Presiding

25X1 [redacted] Special Support Assistant to the Dep. Dir. for Support  
Robert Amory, Deputy Director of Intelligence  
Dr. James M. Andrews, Assist. Director For Central Reference  
25X1 James Angleton, Chief, CI Staff, DD/P  
Col. Matthew Baird, Director of Training  
[redacted]  
25X1 [redacted] Chief, Planning and Program Coord. Staff  
[redacted] for Assistant Director for National Estimates  
25X1 John Bross, Chief, EE Division  
[redacted] CIA Emergency Planning Officer  
25X1 Gen. Cabell, Deputy Director  
George Carey, Assistant Director for Operations  
25X1 [redacted], Assistant to the Director  
[redacted], Chief, Southeast Europe Division  
[redacted] Executive Assistant to the Director  
25X1 Inspector General  
Col. Sheffield Edwards, Director of Security  
[redacted] Auditor-in Chief  
25X1 James Garrison, Chief of Logistics  
[redacted] Chief, Technical Services Staff  
[redacted] for Chief, Medical Staff  
25X1 Col. Stanley J. Grogan, Assistant to the Director  
Dr. Otto Guthe, Assist. Director for Research and Reports  
25X1 Richard Helms, Chief of Operations, DD/P  
[redacted] for Chief, Western Hemisphere Division  
Lawrence Houston, General Counsel  
[redacted] representing DD/I  
25X1 Thomas Karamessines for Chief of Foreign Intelligence Staff  
[redacted] Assist. Director for Basic Intelligence  
25X1 Gates Lloyd, Deputy Director for Support  
John Maury, Chief, Soviet Russia Division  
25X1 [redacted] Assistant Director for Communications  
Cord Meyer, Chief, [redacted]  
25X1 [redacted] for Chief Western European Division  
25X1 Management Officer  
[redacted] Legislative Counsel  
Walter Pforzheimer, Special Assistant to DD/I  
Archie Roosevelt for Chief Near East and Africa Division  
Edward R. Saunders, Comptroller  
25X1 [redacted] Assistant to the Director  
25X1 [redacted] for Assist. Director for Scientific Intelligence  
[redacted] for Director of Personnel  
25X1 [redacted], Office of DD/I  
[redacted] Chief, FE Division  
Frank Wisner, Deputy Director of Plans

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General Cabell Opened the meeting by saying that Mr. Dulles was enroute from New York City and that he would attempt to cover as many of the agenda items as possible prior to his arrival.

1956 ALERT EXERCISE

General Cabell said that the general comments he had received concerning the Exercise were that it had been successful. He had received a report prepared by Harry Wilhelm, as Operations Inspector or "Umpire" for ODM during the Exercise, which reflected that the Agency participation in the Exercise was generally satisfactory and that there were no major criticisms to make in this regard.

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[redacted] CIA Emergency Planning Officer; [redacted]  
Planning Officer, DD/I; and [redacted] PPC Staff, DD/P each furnished a brief resume of the participation of major Agency components in the Exercise. Each indicated that the Exercise had been beneficial and was successful. [redacted]

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MILITARY PERSONNEL

Gen. Cabell reviewed the trend in the attitude of military personnel leaving the Agency and expressed his appreciation to those present for their efforts in securing the more favorable attitude on the part of departing military personnel that has been reflected each year during the past three year period. Messrs. Wisner, Helms and Amory also indicated their satisfaction with this trend and the value that should accrue to the Agency therefrom.

INTELLIGENCE LIBRARY

Mr. Pforzheimer gave a brief resume of his recent trip to Europe

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RECORDS MANAGEMENT

25X1 [redacted] emphasized the importance and value of the Agency Records Management Program. He said that the program, to date, has resulted in the release of files and safes valued at [redacted]  
25X1 through the retiring of records to the Agency record center where they are stored in cardboard containers. He also gave a resume of comments contained in a recent IG report prepared concerning this program. Major points of which were that: (a) Area Records Management officers (ARMO) are incompetent, (b) ARMO's were chosen at too low a grade level, (c) ARMO's are without sufficient authority, and (d) ARMO's have too many additional duties. [redacted] requested the interest of those present in Records Management Program and said that he would furnish them soon with a statement of what he considers to be the proper duties of ARMO's. He then asked that those present take whatever action was necessary to put qualified people in these positions and see that they carried out their functions effectively.

25X1 Mr. Amory brought up the point that the newly developed Minicard system may obviate the necessity for additional space for permanent files and that it was his opinion that we should not proceed with the construction of a new Records Center bilding until the possibilities of this system have been thoroughly explored. [redacted] said that it was his understanding that plans were already underway for construction of additional space but that no contract would be awarded until the possibilities of the Minicard have been thoroughly evaluated.

AGENCY PERSONNEL STRENGTH

25X1 [redacted] briefly reviewed his comments in the previous meeting concerning the establishment of task forces within the Agency to review personnel requirements and stated that an intial committee of 7 key officials (two from each major component) would be requested to meet for the purpose of establishing terms of reference for the task force that would be followed in their subsequent surveys.

Mr. Dulles then emphasized that Congressional Committees continue to feel that the Agency has too many people on its payroll and that even our starnchest supporters in Congress expect that we will effect reductions. He felt that we will have to effect substantial reductions in personnel prior to the time we move into our new building.

LEGISLATIVE LIAISON

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[redacted] summarized items of legislation passed and considered by

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the last session of Congress and commented upon their individual values insofar as the Agency is concerned. It was his opinion that the legislative year had been an important and significant one for the Agency.

Mr. Dulles adjourned the meeting at 1155 hours. The only item on the agenda not discussed was the "CIA Career Staff", which will be held until the September meeting.

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